



County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

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DAVID E. JANSSEN
Chief Administrative Officer

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November 17, 2003

To: Supervisor Yvonne Brathwaite Burke, Chair
Supervisor Gloria Molina
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: David E. Janssen
Chief Administrative Officer

**ALTADENA CREST TRAIL EASEMENT RELOCATION AT
591 DEVONWOOD ROAD, ALTADENA**

On October 8, 2003, with respect to vacation and relocation of a portion of the Altadena Crest Trail at 591 Devonwood Road in the unincorporated area of Altadena, your Board directed my office, along with the Departments of Public Works, Parks and Recreation, Regional Planning, and County Counsel to:

- review the building permits issued with respect to the property at 591 Devonwood Road to ensure that the permit applications were properly processed and permits properly issued;
- ensure that the relocated portion of the Altadena Crest Trail along the subject property met the County's trail specifications and remained accessible to the public during construction; and
- develop procedures to minimize any trail disruptions and provide adequate public notification and opportunities for public input prior to submittal to your Board for consideration.

In response to your order, our departments have initiated a review of each building permit application submitted for the subject property and the process employed by the permitting departments to review and approve their issuance. The results of this study will be forwarded to the County's Land Development Task Force for a final review and development of any necessary changes in the application review process within the next two weeks.

Each Supervisor
November 17, 2003
Page 2

Our departments are also working with the property owner to ensure that the relocated trail meets the County's design standards for multi-use trails and that the original trail remains accessible until the relocated trail has been completed. The preliminary design for the relocated trail has been reviewed with the Altadena Crest Trail Committee and will be shared with the Altadena Town Council later this month.

Finally, my office has been meeting with members of the Altadena Town Council and the Altadena Crest Trail Committee to develop an appropriate method of notifying the local community of proposed trail relocations in the future and to provide the opportunity for public input. Our preliminary recommendations will be discussed with the Altadena Town Council later this month.

Any recommendations regarding revisions to the design of the relocated trail, and/or the formalization of public notification and input procedures will be presented to your Board within the next two months. Any recommended changes in the building permit application and review process will be presented separately by the Land Development Task Force.

I am available to discuss this matter with you at your convenience, or your staff may contact Jan Takata at (213) 974-1360 regarding the trail relocation or Lari Sheehan at (213) 974-1174 regarding the Land Development Task Force.

DEJ:JSE
DJT:AEG:mdc

c: Executive Officer, Board of Supervisors
 Auditor-Controller
 County Counsel
 Director of Parks and Recreation
 Director of Regional Planning
 Director of Public Works